

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

---

Small PHA Plan Update  
Annual Plan for Fiscal Year: **2002**

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH THE INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHAName:** Dunn County Housing Authority

**PHANumber:** WI160

**PHA Fiscal Year Beginning:(mm/yyyy)** 04/2002

**PHA Plan Contact Information:**

Name: Cindy Hetzel

Phone: 715 -235-4511

TDD:

Email(if available): cindyhetzel@excite.com

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)**

- ☒ Main administrative office of the PHA  
☐ PHA development management offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA  
☐ PHA development management offices  
☐ Main administrative office of the local, county or state government  
☐ Public library  
☐ PHA website  
☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA  
☐ PHA development management offices  
☐ Other (list below)

**PHA Programs Administered :**

☐ Public Housing and Section 8      ☒ Section 8 Only      ☐ Public Housing Only

## Annual PHA Plan Fiscal Year 2002

[24CFR Part 903.7]

### i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

### Contents

Page #

#### Annual Plan

- i. Executive Summary (optional)
- ii. Annual Plan Information
- iii. Table of Contents
  1. Description of Policy and Program Changes for the Upcoming Fiscal Year
  2. Capital Improvement Needs
  3. Demolition and Disposition
  4. Homeownership: Voucher Homeownership Program
  5. Crime and Safety: PHDEP Plan
  6. Other Information:
    - A. Resident Advisory Board Consultation Process
    - B. Statement of Consistency with Consolidated Plan
    - C. Criteria for Substantial Deviations and Significant Amendments

#### Attachments

- ☐ Attachment A: Supporting Documents Available for Review
- ☐ Attachment\_\_: Capital Fund Program Annual Statement
- ☐ Attachment\_\_: Capital Fund Program 5 Year Action Plan
- ☐ Attachment\_\_: Capital Fund Program Replacement Housing Factor Annual Statement
- ☐ Attachment\_\_: Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Attachment\_\_: Resident Membership on PHA Board or Governing Body
- ☐ Attachment\_\_: Membership of Resident Advisory Board or Boards
- ☐ Attachment\_\_: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- X Other (List below, providing each attachment name)
- Administrative Plan Assessment of Progress 2000 - 2004
  - Strategies for Addressing Housing Needs - 2001 Assessment of Progress

### ii. Executive Summary

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

(See next page)

Dunn County Housing Authority continues to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination for lower income residents of Dunn County. Strategic Goals to accomplish this include the following:

- Expand the supply of assisted housing
- Improve the quality of assisted housing
- Increase assisted housing choices
- Promote self-sufficiency and asset development of families and individuals
- And ensure equal opportunity in housing for all

Progress toward strategic goals in 2001 set the stage for the annual plan 2002. These indicators of progress include addition of 18 vouchers (effective December 1, 2000); increased interface with other agency providers; more timely housing inspections; updating of rent reasonableness studies; mailing to landlords on fair housing, lead-based paint and smoke detection requirements; increase in Family Self Sufficiency enrollment. Partnerships with area agencies enhanced outreach and service to victims of domestic violence, individuals with disabilities and races or ethnicities with disproportionate housing needs, including two families from the Hmong community.

## **1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Annual Plan 2002 continues to take steps toward reaching five-year goals. Challenges include increasing the number of lease-upstouts to utilize the additional 18 vouchers received in December 2000; targeting of lower income families; continuing to interface with area agencies to provide additional resources for clients; continuing quarterly strategies to enhance program visibility and increase outreach to potential clients; encouraging and supporting family self-sufficiency by consulting with clients at tenant briefings and at other occasions. A new rent reasonableness study will be completed. DCHA will also closely monitor FMRs, lease-up costs, and ACC to ensure the program stays within budgetary constraints. Public outreach will promote safe and affordable housing to community-based organizations and government boards, and the availability of program vouchers to residents. Collaboration with Hmong American Community Association will provide continued outreach with this population in the Dunn County area.

## **2. Capital Improvement Needs**

[24 CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. ☐ Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ \_\_\_\_\_

C. ☐ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

### **(1) Capital Fund Program 5-Year Action Plan**

The Capital Fund Program 5 - Year Action Plan is provided as Attachment

## **(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment

### **3.D Demolition and Disposition**

[24 CFR Part 903.79(h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to next component; if "yes", complete one activity description for each development.)

#### 2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

#### **4. Voucher Homeownership Program**

[24CFR Part 903.79(k)]

- A. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

DCHA will research this program further.

#### **B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- ☐ Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

#### **5. Safety and Crime Prevention: PHDEP Plan**

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component. PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

- C. ☐ Yes ☐ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. ☐ Yes ☐ No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

#### **6. Other Information**

[24CFR Part 903.79(r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

1. ☐ Yes ☒ No: Did the PHA receive any comments from the Resident Advisory Board/s?

2. If yes, the comments are attached at Attachment (Filename)

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included ☐ Yes ☐ No: below or ☐ Yes ☐ No: at the end of the RAB Comments in Attachment \_\_\_\_.
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment \_\_\_\_.
- ☐ Other: (list below)

**B. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- ☐ Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

☒ Yes ☐ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

Requested addition al vouchers

Requested technical assistance in regard to ACC development  
Requested technical assistance in regard to report filing

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

### **C. Criteria for Substantial Deviation and Significant Amendments**

#### **1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendments to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

**A. Substantial Deviation from the 5-year Plan:**

**B. Significant Amendment or Modification to the Annual Plan:**



## **Attachment A**

### **Supporting Documents Available for Review**

PHAs are to indicate which documents are available for public review by placing a mark in the column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types X check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHA/s participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA/s participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary) <ul style="list-style-type: none"> <li>• Administrative Plan Assessment of Progress (2000)</li> <li>• Strategies of Addressing Housing Needs – Assessment of Progress 2000</li> </ul>	(specify as needed)

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHAName:		Grant Type and Number Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHAName:		Grant Type and Number Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: )					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
24	Amount of line 20 Related to Energy Conservation Measures				











## PHA Public Housing Drug Elimination Program Plan

**Note:** THIS PHDEP Plan template (HUD 50075 - PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

### Section 1: General Information/History

**A. Amount of PHDEP Grant \$** \_\_\_\_\_

**B. Eligibility type (Indicate with an "x")**                      **N1** \_\_\_\_\_ **N2** \_\_\_\_\_                      **R** \_\_\_\_\_

**C. FFY in which funding is requested** \_\_\_\_\_

### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

### **E. Target Areas**

Complete the following table by indicating each PHDEPTarget Area (development or site where activities will be conducted), the total number of units in each PHDEPTarget Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEPTarget Areas (Name of development(s) or site)	Total # of Units within the PHDEPTarget Area(s)	Total Population to be Served within the PHDEPTarget Area(s)

### **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

**12 Months** \_\_\_\_\_ **18 Months** \_\_\_\_\_ **24 Months** \_\_\_\_\_

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balance should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Dates should include any HUD -approved extensions or waivers. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant#	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY1995						
FY1996						
FY1997						
FY1998						
FY1999						

**Section 2: PHDEP Plan Goals and Budget****A. PHDEP Plan Summary**

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP -funded activities. This summary should not exceed 5 -10 sentences.

**B. PHDEP Budget Summary**

Enter the total amount of PHDEP funds allocated to each line item.

<b>FFY _____ PHDEP Budget Summary</b>	
<b>Original statement</b>	
<b>Revised statement dated:</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 – Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TAMatch	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	

**C. PHDEP Plan Goals and Activities**

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise — not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

<b>9110 – Reimbursement of Law Enforcement</b>	<b>Total PHDEP Funding: \$</b>
Goal(s)	
Objectives	

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9115 -SpecialInitiative					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/ Source)	PerformanceIndicators
1.							
2.							
3.							

9116 -GunBuybackTAMatch					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9120 -SecurityPersonnel					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9130 –EmploymentofInvestigators					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9140 – VoluntaryTenantPatrol					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9150 - PhysicalImprovements					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9160 -DrugPrevention					TotalPHEDEP Funding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9170 -DrugIntervention					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9180 -Drug Treatment					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9190 -OtherProgramCosts					TotalPHDEPFunds:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							







**Required Attachment \_\_\_\_: Resident Member on the PHA Governing Board**

1. ☐ Yes ☐ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

B. How was the resident board member selected: (select one)?

- ☐ Elected  
☐ Appointed

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis  
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
☐ Other (explain):

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

**Required Attachment \_\_\_\_\_: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

**Wi60av03 Administrative Plan Assessment of Progress**  
**Fiscal Years 2000 -2004**

**Mission of Public Housing Authority** (Same as the Department of Housing and Urban Development): To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

**Mission of the Dunn County Housing Authority:** To seek opportunities for lower income residents of Dunn County by providing resources to those in need of affordable housing and by being an information source for fair, accessible and safe housing. DCHA will accomplish this by the following strategic goals and objectives:

<b>Strategic Goals</b>	<b>Objectives</b>	<b>Progress/Evaluation</b>
1. Expand the supply of assisted housing	<ul style="list-style-type: none"> <li>▪ Apply for additional rental vouchers</li> <li>▪ Leverage private or other public funds to create additional housing opportunities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Applied for and received 18 additional vouchers (in effect December 1, 2000)</li> <li>▪ Interfaced with other agency programs that provide resources</li> </ul>
2. Improve the quality of assisted housing	<ul style="list-style-type: none"> <li>▪ Improve voucher management</li> <li>▪ Increase customer satisfaction</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved SEMAP in 2001 with more vouchers, more timely housing quality inspections and recertifications</li> <li>▪ No customer complaints filed or registered with DCHA</li> </ul>
3. Increase assisted housing choices	<ul style="list-style-type: none"> <li>▪ Provide voucher mobility counseling</li> <li>▪ Conduct outreach effort to potential voucher landlords</li> <li>▪ Increase voucher payment standards</li> <li>▪ Implement public housing or other ownership programs</li> </ul>	<ul style="list-style-type: none"> <li>▪ 130 applicants were invited to one of five tenant briefings. Of the 51 individuals attended and 23 were enrolled in the program.</li> <li>▪ Worked on rent reasonable test, which involves comparability studies with landlord not on program and on program; include all lease -ups in study</li> <li>▪ Information sent to landlords on fair housing, lead based paint and smoke detection requirements</li> <li>▪ Contacted legislators to advocate for fair market rent</li> <li>▪ Implemented CDBG Program in Dunn County</li> </ul>

4.Promoteselfsufficiencyandasset developmentoffamiliesandindividuals	<ul style="list-style-type: none"><li>▪ Increasethenumberandpercen tage ofemployedpersonsinassisted families</li><li>▪ Provideoratractsupportiveservices toimproveassistancerecipients’ employability</li></ul>	<u>2000FamilySelf Sufficiency</u> <ul style="list-style-type: none"><li>▪ 5unemployed,6 employed</li><li>▪ Averageearnings from\$265at enrollment,\$883 currently</li><li>▪ Referredto employmentservices andotherresources; increasedearnings throughescrow accounts,1increased employability througheducation</li></ul>	<u>2001FamilySelfSufficiency</u> <ul style="list-style-type: none"><li>▪ 4unemployed,9employed</li><li>▪ Averageearningsfrom\$350at enrollment,\$970currently</li><li>▪ Referredtoemploymentservicesand otherresources;increasedearnings throughescrowaccounts,1increased employabilitythrougheducation</li></ul>
5.Ensureequalopportunityinhousingforall Americans	<ul style="list-style-type: none"><li>▪ Undertakeaffirmativemeasuresto ensureaccesstoassistedhousing regardlessorace,color,religion, nationalorigin,sex,familialstatus, anddisability.</li><li>▪ Undertakeaffirmativemeasuresto provideasuitablelivingenvironment forfamilieslivinginassistedhousing, regardlessorace,color,religion, nationalor igin,sex,familialstatus, anddisability</li><li>▪ Undertakeaffirmativemeasuresto ensureaccessiblehousingtopersons withallvarietiesofdisabilities regardlessofunitsizerequired</li></ul>	<ul style="list-style-type: none"><li>▪ Policiesandproceduresreflectaffirmativeactiongoalsand laws</li><li>▪ Fairhousinglawandanti -discriminationpostersdisplayed prominentlyinDCHAfacility</li><li>▪ Housingqualitystandardsappliedtoallunitsand completedforeachlease -up</li><li>▪ Brochuresandfairhousinginformationsenttoall landlords</li><li>▪ Accessiblehousingunitsareidenti fiedandusedasa referralbase</li></ul>	

### **Wi16003 Strategies for Addressing Housing Needs – 2001 Assessment of Progress**

Description: This section is a plan to address housing needs of families in the jurisdiction and on the waiting list in current year.

<b>Need/Strategies</b>	<b>Objectives</b>	<b>Progress/Evaluation</b>
<b>Need: Shortage of available housing for all eligible populations</b>		
1. Maximize the number of affordable units available to the PHA within its current resources	<ul style="list-style-type: none"> <li>▪ Maintain or increase section 8 lease -up rates by establishing payment standards that will enable families to rent throughout the jurisdiction</li> <li>▪ Maintain or increase section 8 lease -up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration</li> </ul>	<ul style="list-style-type: none"> <li>▪ Implemented fair market rent standards, allowing DCHA to maintain lease -up rates, absorbing portability, holding tenant briefings, etc.</li> <li>▪ Distributed fair market brochures and other mailings to landlords</li> <li>▪ Printed publication notices</li> </ul>
2. Increase the number of affordable units	<ul style="list-style-type: none"> <li>▪ Apply for additional section 8 units should they become available</li> <li>▪ Leverage affordable housing resources in the community through the creation of mixed -finance housing</li> <li>▪ Pursue housing resources other than public housing or section 8 tenant -based assistance</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increased vouchers from 71 to 89</li> <li>▪ Implemented CDBG program</li> <li>▪ Interfaced with W -2 and supportive housing resources and referred applicants on waiting list to domestic abuse and homeless shelter resources</li> <li>▪ Interfaced with existing county and regional resources; identify further leverage of affordable housing resources in next year's plan</li> </ul>
<b>Need: Address needs of families at or below 30% AMI</b>		
1. Target available assistance to families at or below 30% of AMI	DCHA will target 75% of section 8 voucher holders to be at or below 30% AMI	30% AMI always rises to the top of the waiting list, resulting in 100% of targeted voucher holders being served
<b>Need: Address needs of families at or below 50% of AMI</b>		
1. Target available assistance to families at or below 50% of AMI	Adopt rent policies to support and encourage work	All policies support and encourage income -producing work. The Family Self -Sufficiency program provides further work

		incentives.
Need: Address needs of elderly		
1. Target available assistance to the elderly	Apply for special -purpose vouchers targeted to the elderly, should they become available	These special -purpose vouchers did not become available
Need: Address needs of families with disabilities		
1. Target available assistance to families with disabilities	<ul style="list-style-type: none"> <li>Apply for special purpose vouchers targeted to families with disabilities, should they become available</li> <li>Affirmatively market to local non -profit agencies that assist families with disabilities</li> </ul>	<ul style="list-style-type: none"> <li>Marketing includes outreach to families with disabilities</li> <li>Through partnership with WestCAP and county Human Services and through referral to the Bridge and House of Hope, families with disabilities are served</li> <li>Special purpose vouchers were not specifically applied for</li> </ul>
Need: Races or ethnicities with disproportionate housing needs		
1. Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs	<ul style="list-style-type: none"> <li>Affirmatively market to races/ethnicities shown to have disproportionate housing needs</li> <li>Market section 8 housing voucher choice program through area Hmong association</li> </ul>	<ul style="list-style-type: none"> <li>Supported UW Stout program to increase Hmong community awareness of section 8 and related programs</li> <li>Leased up three families from this target group</li> <li>Connections with Dunn County Food and Shelter collaboratively also bring new opportunities to reach this target group</li> </ul>
2. Conduct activities to affirmatively further fair housing	Tenants and landlords will be informed about Fair Housing Laws via newsletters, public notices and local housing collaborative events	<ul style="list-style-type: none"> <li>Mailings directly to landlords include information about fair housing law, housing quality standards, lead based paint and smoke detection requirements.</li> <li>Tenants informed about fair housing laws at 5 briefings.</li> <li>Quarterly activities target specific audiences ( April 1 through March 31 fiscal year). Examples: informed families, landlords and the public about fair housing through mailings</li> </ul>

Note: Based on the annual plan, annual contributions for section 8 tenant based assistance were planned at \$300,360, and are now increased to \$382,730; the resident opportunity and self-sufficiency grants were planned at \$34,879 and was not submitted by the deadline dates so it was not received. Will apply for FSS grant again in April, 2002.



**Wi160vo2AdministrativePlanAssessmentofProgress**  
**FiscalYears2000 -2004**

**MissionofPublicHousingAuthority** (SameastheDepartmentofHousingandUrbanDevelopment):Topromoteadequateandaffordable housing,economicopportunityandasuitableliving environmentfreefromdiscrimination.

**MissionoftheDunnCountyHousingAuthority:** ToseekopportunitiesforlowerincomeresidentsofDunncountybyprovidingresources to thoseinneedofaffordablehousingandbybeinganinformationsourceforfair,accessibleandsafehousing.DCHAwillaccomplishthisbythe followingstrategicgoalsandobjectives:

<b>StrategicGoals</b>	<b>Objectives</b>	<b>Progress/Evaluation</b>
1.Expandthesupplyofassistedhousing	<ul style="list-style-type: none"> <li>▪ Applyforadditionalrentalvouchers</li> <li>▪ Leverageprivateorotherpublicfundstocreateadditionalhousing opportunities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Maintaincurrentlevelofvouchersat89</li> <li>▪ Interfacedwithotheragencyprogramsthat provideresources</li> </ul>
2.Improvethqualityofassistedhousing	<ul style="list-style-type: none"> <li>▪ Improvevouchermanagement</li> <li>▪ Increasecustomersatisfaction</li> </ul>	<ul style="list-style-type: none"> <li>▪ Maintainedtimelyhousingquality inspectionsandrecertifications</li> <li>▪ Increasedoutreach:Examples:participated inpublicspeakingopportunities,Wheeler EmergencyDisasterShelterOpenHouse; informedfamiliesonfairhousingoptions atCountyFairandHousingFestival.</li> </ul>
3.Increaseassistedhousingchoices	<ul style="list-style-type: none"> <li>▪ Providevoucher mobilitycounseling</li> <li>▪ Conductoutreacheffortstopotential voucherlandlords</li> <li>▪ Increasevoucherpaymentstandards</li> <li>▪ Implementpublichousingorother ownershipprograms</li> </ul>	<ul style="list-style-type: none"> <li>▪ Held3tenant briefings</li> <li>▪ Workedonrentreasonableness test,which involvescomparabilitystudieswith landlordsnotonprogramandonprogram; includealllease termsinstudy</li> <li>▪ Informationsentonfairhousing,lead basedpaintandsmokedetection requirements</li> <li>▪ Advocatedforequitablefairmarketrent</li> <li>▪ ImplementedCDBGPrograminDunn County</li> </ul>

<p>4.Promoteselfsufficiencyandasset developmentoffamiliesandindividuals</p>	<ul style="list-style-type: none"> <li>▪ Increase thenumberandpercentage ofemployedpersons inassisted families</li> <li>▪ Provideor attractsupportiveserv ices toimproveassistancerecipients' employability</li> </ul>	<p><u>2000FamilySelf Sufficiency</u></p> <ul style="list-style-type: none"> <li>▪ 5unemployed,6 employed</li> <li>▪ Averageearnings from\$6,261/Yrat enrollment,to \$13,455/Yrcurrently</li> </ul> <p>Referredtoemployment servicesandother resources;increased earningsst roughescrow accounts,1increased employabilitythrough education</p>	<p><u>2001FamilySelf - Sufficiency</u></p> <p>19FamiliesEnrolled 11AreEmployed 8AreUnemployed 3areSS&amp;SSI Referred4families to WorkforceResourceto increaseincome. 3familiesarefull -time Stoutstudents. 3familiesreceivedEscrow Accountmoneythrough self -sufficiency.</p>
<p>5.Ensureequalopportunityinhousingforall Americans</p>	<ul style="list-style-type: none"> <li>▪ Undertakeaffirmativemeasuresto ensureaccesstoassistedhousing regardless ofrace,color,religion, nationalorigin,sex,familialstatus, anddisability.</li> <li>▪ Undertakeaffirmativemeasuresto provideasuitablelivingenvironment forfamilieslivinginassistedhousing, regardless ofrace,color,religion, nationalorigin,sex,familialstatus, anddisability</li> <li>▪ Undertakeaffirmativemeasuresto ensureaccessiblehousingtopersons withallvarietiesofdisabilities regardless ofunitsizerequired</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policiesandproceduresreflectaffirmative actiongoalsandlaws</li> <li>▪ Fairhousinglawandanti -discrimination postersdisplay edprominentlyinDCHA facility</li> <li>▪ Housingqualitystandardsappliedtoall unitsandcompletedforeachlease -up</li> <li>▪ Brochuresandfairhousinginformation senttoalllandlords</li> <li>▪ Accessiblehousingunitsareidentifiedand usedasareferralbase</li> </ul>	